



# Burien

Washington, USA

## Permit Requirements for Temporary Structures (2015)

400 SW 152<sup>nd</sup> Street, Suite 300 Burien, WA 98166 Phone: (206) 241-4647 • FAX: (206) 248-5539 [www.burienwa.gov](http://www.burienwa.gov)

**Temporary Structures:** Temporary structures are structures which are erected for a period of less than 180 days. Temporary structures include platforms, stages, reviewing stands, grandstands, bleachers, sales trailers, and modular buildings. (Note: For tents and other membrane structures erected for a period of less than 180 days please refer to the Fire Services Permit Application.)

**Permit Required:** Temporary structures 120 square feet or larger intended to be used for the gathering of 10 or more persons requires a Building Permit.

**Construction documents:** A permit application and construction documents shall be submitted for each installation of a temporary structure. The construction documents shall include a site plan indicating the location of the temporary structure in relation to property lines and/or other buildings and structures. Information will also need to be provided showing the temporary installation will meet minimum structural strength, fire safety, exiting, accessibility, light, ventilation and sanitary requirements necessary to ensure public health, safety and general welfare.

**Location:** Temporary structures are required to meet the minimum setbacks from property lines identified in the Building and Zoning Codes adopted by the City of Burien.

**Permit processing timeline:** While we will do everything we can to expedite your permit, please allow a minimum of two weeks for processing.

**Fees:** The Building Permit Fee is based on project valuation, with a minimum fee of \$81 for the permit and \$4.50 for the mandatory state surcharge. If plan review is needed, plan review fees are also applicable. A fee schedule is available online at <http://alturl.com/grmu> or at the City Hall Permit Handout display.

**Intake Checklist:** (To be reviewed at intake with Permit Technician or Plans Examiner)

Yes No N/A

- |                          |                          |                          |  |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Building Permit Application  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Owner /Agent Authorization Form (Authorizes person other than the owner to obtain permits and oversee or do the work.)   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Site plan (show all structures, roads, property lines and setbacks)  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Occupant Load (Show the maximum number of people capable of occupying the structure at any one time)   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Exit plan (Show there are a sufficient number of exits for the number of people using the structure)   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Handicap Accessibility plan (Show accessible parking, ramps, restrooms, door hardware, and accessible paths of travel)   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Lighting plan (Show there is sufficient lighting for the occupants of the structure)   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Sanitation plan (Show the location of sanitary facilities – Toilets, sinks, showers as applicable.)  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Fire safety plan (Location of Fire extinguishers, hydrants, etc.)  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Structural plans (Engineering or Manufacturers specifications showing structure is designed for the applicable loads and anchored to withstand wind and earthquake loads.) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Anchoring details (For trailers and modulares)   |



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## Temporary Structure Building Permit Application

Permit Number \_\_\_\_\_

TIME PERIOD REQUESTED FOR TEMPORARY STRUCTURE PLACEMENT:					
PROJECT DESCRIPTION: Indicate the number, type and size of each temporary structure.					
Type of Structure	How many	What size (Area)	Type of Structure	How many	What size (Area)

<b>PROPERTY INFORMATION</b>			
Site Address:		Parcel Number:	
<b>PROPERTY OWNER INFORMATION</b>			
Property Owner Name:		Daytime Phone:	Cell Phone:
Mailing Address:		E-Mail Address:	Fax Number:
<b>APPLICANT INFORMATION</b>			
Name:		Daytime Phone:	Cell Phone:
Mailing Address:		E-Mail Address:	Fax Number:
<b>CONTRACTOR</b>			
Name:	Company:	Daytime Phone:	Cell Phone:
Mailing Address:		E-Mail Address:	Fax Number:
Contact person (if different):			Phone Number:
Burien Business License Number:	Contractor's License # (Card must be presented):		Expiration Date: Verified: Yes <input type="checkbox"/> / No <input type="checkbox"/>
<b>ZONING &amp; VALUATION</b>			
Zoning:	Lot Size	Valuation of labor/materials: \$	

I certify under penalty of perjury that the information furnished by me is true and correct to the best of my knowledge, and further, that I am the owner of this property or am authorized by the owner above to perform the work for which permit application is made. I further agree to save harmless the City of Burien as to any claim (including costs, expenses, and attorney incurred in investigation and defense of such claim), which may be made by any person, including the undersigned, and filed against the City of Burien, but only where such claim is out of the reliance of the City, including its officers and employees, upon the accuracy of the information supplied to the City as part of this application.

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Authorized Agent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_